



30th ESPEN Congress – Florence – Italy

13– 16 September 2008

AUDIO-VISUAL EQUIPMENT FOR SPEAKERS & PRESENTERS

Dear ESPEN Speaker,

With reference to the forthcoming ESPEN 2008 congress, please note that **ONLY Single Power Point projection (PC compatible mandatory)** will be available for your presentation.

Presenters are asked to check their Power Point presentations to the Speakers Preview Room at least two hours before the session (or the day before for morning sessions). The CD Rom / UBS key should be collected from the Speakers Preview Room immediately after the session has ended.

The Speakers Preview Room will be open at the following hours:

Saturday 13 September 2008	08:00-18:00
Sunday 14 September 2008	08:00-19:15
Monday 15 September 2008	08:00-18:00
Tuesday 16 September 2008	08:00-12:00

POWER POINT

The Speakers Preview Room and the conference rooms will be fully equipped with computers and data projectors supporting the Microsoft Power Point software.

Compatibility of your presentation with this computer configuration is mandatory:

- **Microsoft Windows XP**
- **Microsoft Office Pro XP**

For your information:

Slide and Overhead projections will not be available for the ESPEN 2008 Florence Congress.

We hope that you will be able to comply with the above recommendations and look forward to welcoming you in Florence next September.

Please do not hesitate to contact us for any further information you may require.

Kind regards,

On behalf of the Local Organising Committee,

Your ESPEN 2008 Team